



Massachusetts Department of Environmental Protection
Bureau of Resource Protection • Watershed Permitting Program
Surface Water Discharge (NPDES) • Non-Industrial Wastewaters

BRP WM 11 Permit and Plan Approval for Non-Contact Cooling Water

Instructions and Supporting Materials

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Introduction

MassDEP *Permit Applications*, as well as *Instructions & Support Materials*, are available for download from the MassDEP Web site at mass.gov/dep in two file formats: Microsoft Word™ and Adobe Acrobat PDF™. Either format allows documents to be printed.

Instructions & Support Materials files in Microsoft Word™ format contain a series of documents that provide guidance on how to prepare a permit application. Although we recommend that you print out the entire package, you may choose to print specific documents by selecting the appropriate page numbers for printing.

Permit Applications in Microsoft Word™ format must be downloaded separately. Users with Microsoft Word™ 97 or later may complete these forms electronically.

Permitting packages in Adobe Acrobat PDF™ format combine *Permit Applications* and *Instructions & Support Materials* in a single document. Adobe Acrobat PDF™ files may only be viewed and printed without alteration. *Permit Applications* in this format may not be completed electronically.



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BRP WM 11

Permit Fact Sheet

1. What is the purpose of NPDES Permits?

These permits protect public health and the environment by controlling pollutant discharges to surface waters and ensuring that the water quality criteria and receiving water use prescribed in the Massachusetts Surface Water Quality Standards (314 CMR 4.00) are met.

2. Who must apply?

In general, NPDES permits must be applied for and obtain by:

- Any agency or political subdivision of the Commonwealth
- Any federal agency
- Any public or private:
 - corporation
 - authority
 - individual
 - partnership
 - association, or
 - other entity proposing to discharge non-industrial wastewater from a point source to surface waters.

3. What is the application fee?

BRP WM 11 Non-Contact Cooling Water	\$ 385
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4. What is the Primary Permit Location?

Completed permit applications should be submitted to:

**Department of Environmental Protection
Division of Watershed Management
627 Main Street, 2nd Floor
Worcester, MA 01608**

5. What are the timelines?

MassDEP offers a money-back guarantee for completing permit reviews on time. If the Department fails to complete its permit review within prescribed timelines, it will refund the permit application fee and will continue working on the application. The timelines (in days) for these NPDES permits are:

Permit Category	Administrative and Technical Review	Supplemental Technical Review (if needed)	Review of Public Comments
BRP WM 11	30	30	30

The timelines established for each category consist of an Administrative/Technical Review period and, if a public comment period is required, additional time to review comments received. If an application is found to be deficient, applicants are given the opportunity to correct the discrepancy and the Department then conducts a supplemental technical review.



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Permit Fact Sheet

6. What are annual compliance fees?

Annual compliance fees are assessed on facilities holding MassDEP permits. Assessments begin in the state fiscal year following the year the permit is issued.

\$100:

Discharge of non-process water not subject to anti-degradation provisions of 314 CMR 4.00, excluding 310 CMR 4.10(6)(tt) permits, effective 11/30/94.

The following entities are exempt from Annual Compliance Fees:

- Massachusetts state agencies
- Massachusetts cities, towns, counties, districts
- Municipal housing authorities, and federally recognized Indian tribe housing authorities.

7. How long is the notice of intent in effect?

Federal and state regulations each stipulate that NPDES permits be issued for a period, "not to exceed 5 years". Permits may be issued for less than 5 years.

8. How can I avoid the most common mistakes made in submitting an application?

- Make sure the application is signed and dated in ink by a legally responsible official.
- Submit a copy of the MassDEP Transmittal Form and the completed application forms to the MassDEP Watershed Permitting Program.
- Submit fee and a copy of the MassDEP Transmittal Form
<http://mass.gov/dep/service/online/trasmfrm.shtml> to: Department of Environmental Protection, P. O. Box 4062, Boston, MA 02211.

9. What are the state regulations that apply to these permits? Where can I get copies?

These regulations include, but are not limited to:

- Surface Water Discharge Regulations, 314 CMR 3.00.
- Surface Water Quality Standards, 314 CMR 4.00.
- Wastewater Treatment Plant Operators, 257 CMR 2.00.
- Timely Action Schedule and Fee Provisions, 310 CMR 4.00.

These may be purchased at:

State Bookstore (in State House)
Room 116
Boston, MA 02133
617-727-2834

State Bookstore
436 Dwight Street
Springfield, MA 01103
413-784-1376



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BRP WM 11 Instructions

If your discharge consists solely of non-contact cooling water, with no biocides or other additives except those used for pH adjustment, you may qualify for the general NPDES permit for non-contact cooling water. See the Federal Register http://frwebgate.access.gpo.gov/cgi-bin/getdoc.cgi?dbname=2000_register&docid=00-10186-filed for a complete description of this permit. The MassDEP will perform the technical review of the application and issue an approval letter to EPA. EPA will then issue the permit. If there are any questions, call 508-767-2856, fax 508-791-4131, or email kathleen.keohane@state.ma.us.

The applicant should prepare three packages: MassDEP Application; Transmittal Form <http://mass.gov/dep/service/online/trasmfrm.shtml> and check; and EPA Application.

a. The MassDEP application package should include the application form and the transmittal form with a copy of the check.

- The application form, BRP WM 11, Request for General Permit Coverage, Surface Water Discharge of Non-Contact Cooling Water. This form is available on the MassDEP web site: <http://mass.gov/dep/water/approvals/surffms.htm#npdes2>. Important items include name and address, number of outfalls, average and maximum flow, temperature, pH, total residual chlorine, and receiving waterbody. Include a map showing the location of the discharge.
- Transmittal Form. Obtain from MassDEP web site (use link above). Each transmittal form has a unique number and is used to track the permit status. **A transmittal form must have a transmittal number or it will become lost in the system.** A fee is required unless owner is exempt (see transmittal form). Include a copy of the check.

Send this package to: Massachusetts Department of Environmental Protection
Division of Watershed Management
627 Main Street, 2nd floor
Worcester, MA 01608

b. Transmittal Form and check package: Send the check and a copy of the transmittal form to the address indicated on the transmittal form

c. EPA Application package: Send the same package as described in paragraph a. above except the transmittal form and check copy to EPA:

Send this package to: EPA New England
1 Congress Street, Suite 1100
Boston, MA 02114-2023
ATTN: Olga Vergara

Olga Vergara can be reached at 617-918-1519, fax 617-918-2064, or email vergara.olga@epa.gov.

EPA will issue the Discharge Monitoring Reports (DMRs). If you have any questions, contact Marie McDonald at 617-918-1878 or e-mail mcdonald.marie@epa.gov.



Massachusetts Department of Environmental Protection
Bureau of Resource Protection – Watershed Permitting Program
BRP WM 11
Request for General Permit Coverage
Surface Water Discharge Of Non-Contact Cooling Water

Transmittal Number _____

Date Received _____

A. Facility Information

Important:

When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



1. Project owner:

Name _____

Street Address/PO Box _____

City _____

State _____

Zip Code _____

Contact Person _____

Telephone Number _____

2. Project operator (if different from above):

Name _____

Street/PO Box: _____

City _____

State _____

Zip Code _____

Contact Person _____

Telephone Number _____

3. Facility data (attach topographic map or other map showing facility location):

Name _____

Street/ PO Box _____

Email address (optional) _____

City _____

Telephone Number _____

State _____

Zip Code _____

Contact Person _____

4. Standard Industrial Codes (SIC) and description:

Standard Industrial Code (SIC) _____

Description _____

B. Effluent Characteristics

Refer to general permit in Federal Register Volume 65, Number 80, April 25, 2000, page 24195-24211:

	Average Monthly	Maximum Daily
Flow, gpd [< 1 MGD]	_____	_____



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BRP WM 11

Request for General Permit Coverage
Surface Water Discharge Of Non-Contact Cooling Water

Transmittal Number _____

Date Received _____

B. Effluent Characteristics (cont.)

	Average Monthly	Maximum Daily
Temperature	_____	_____
[Warm water fishery must be <83°F (28.3°C)]		
[Cold water fishery effluents must be < 68°F (20°C)]		
pH (freshwater 6.5-8.3, saltwater 6.5-8.5)	_____	_____
Latitude/ Longitude:		

Total Residual Chlorine (for potable water supply source only):		

Water source of non-contact cooling water (e.g., municipal, stream withdrawal):		

Receiving waterbody:		

C. Certifications

1. The applicant certifies that the discharge consists solely of non-contact cooling water to reduce temperature, and does not come in direct contact with any raw materials, intermediate product, waste product (other than heat), or finished product.

☐ Yes ☐ No

2. The applicant certifies that no biocides or other chemical additives for any purpose are used in the non-contact cooling water.

☐ Yes ☐ No

I certify that the discharge for which I am seeking coverage under the general permit consists solely of non-contact cooling water. I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on inquiry of the persons or persons directly responsible for gathering the information, I certify that the information is, to the best of my knowledge and belief, true, accurate, and complete. I certify that I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature _____

Printed Name and Title _____

Date _____